



St Columba's School Bayswater

Grow in Faith Seek Wisdom Live in Peace

Exclusion of Students for Disciplinary Reasons Policy

VISION STATEMENT

St Columba's Primary School aims to foster the total development of each individual, within a loving community, that is totally committed to supporting the Catholic faith, principles and ideals within the framework of the Mercy Values.

Art Lombardi

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Document Title: Exclusion of Students for Disciplinary Reasons Policy 2018				
Approved By	AL	Next Review Date	2019	<i>Printed copies of this document are not controlled.</i>
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RATIONALE

St Columba's school strives to create an inclusive Christian community where the message, practice and values of Jesus Christ, as proclaimed in the Gospels, are given practical expression. In this community, the cooperation of each member is required in order to create the common good. (CS 60, 61).

Any elements or behaviours that seriously affect or endanger the well-being of the community need to be addressed with Christ like compassion.

PRINCIPLES

1. Exclusion means total withdrawal of a student's right to attend a particular school.
2. Exclusion is an extreme disciplinary step reserved for cases of gross misconduct, serious breaches of school rules, or behaviour that is persistently disruptive or contrary to the mission statement of the school. Exclusion is a sanction to be applied only as a last resort normally after all other measures have failed.
3. Careful consideration shall be given to the overall good of the individual student as well as the welfare of the school community.
4. The Principal is expected to examine individual cases on their own merits and balance the principal of natural justice with the quality of mercy.
5. The decision to exclude a student shall be the responsibility of the Principal in consultation with the Catholic Education Office.

PROCEDURES

1. The school has a Behaviour Management Policy which incorporates procedures for discipline.

2. In the event of gross misconduct or serious breach of school rules, the Principal shall undertake an investigation based on the merits of the matter by providing fair and unbiased hearings of the parties concerned.
 - a student has the right of response to any allegations made against him/her.
 - the student has the right of representation, normally a parent/guardian.
 - consultation with parents and staff involved takes place as soon as practicable.

3. If it is proposed by the Principal that a student be excluded, the Director of Catholic Education shall be informed and the circumstances pertaining to the exclusion discussed prior to formalising the decision to exclude the student.

4. Before any decision is made to exclude a student, the parent or guardian of the student shall be informed personally that exclusion is a likely outcome based on the results of the investigation.

5. The parent or guardian shall then be given the option of voluntarily removing the student from the school.

6. Should a parent or guardian agree to remove a student from the school, the Principal is to work collaboratively with the parent or guardian to help find an alternative school for the student.

7. Only after a parent or guardian has declined to voluntarily remove the student from the school should the Principal make a decision to exclude the student from the school. The parent/guardian shall be informed in writing that a decision to exclude has been made.

8. Once the decision to exclude the student has been made, the Principal should continue to work collaboratively with the parent or guardian if assistance is sought to find an alternative school for the excluded student.

9. The Principal shall maintain detailed records of the events and discussions related to the decision to exclude the student from the school.

10. Records pertaining to the exclusion should be regarded as 'Restricted Access Records' and be accessible only to employees specifically designated by the Principal.

11. This policy needs to read within the context of the school's Pastoral Care Policy.